

Folk & Traditional Arts Mini Grants

Deadlines

- **Thursday, September 4, 2003**
- **Thursday, January 8, 2004**
- **Thursday, April 1, 2004**

All applications must be received at the Commission office by 6:00 p.m.

Folk & Traditional Arts (FTA) Mini-Grant Program Workshops

Assistance in preparing applications is available through workshops held on:

- **Thursday, August 21, 2003 at 6:00-7:30 pm**
- **Thursday, December 18, 2003 at 6:00-7:30 pm**
- **Thursday, March 18, 2004 at 6:00-7:00 pm**

All FTA workshops are held at the D.C. Commission on the Arts & Humanities' office at 410 8th Street, NW, Fifth Floor, Washington, D.C.

About the Commission

The D.C. Commission on the Arts and Humanities is the official arts agency of the District of Columbia. Commission programs support and promote stability, vitality, and diversity of artistic expression in the district. The Commission is assisted in its grants making by advisory panels of respected arts professionals and community representatives who make recommendations to the Commission on grant awards.

About the Folk & Traditional Arts Mini-Grant Program

Folk Arts are traditional cultural expressions through which a group maintains and passes on its shared way of life. Folk Arts are usually learned informally through performance, by example, or in oral traditions among families, friends, neighbors and co-workers rather than through formal education. Never static, folk arts change, as they are adapted to new circumstances while they maintain their traditional qualities. Traditional Folk Arts are practiced by different ethnic, regional, occupational, and religious groups, as well as by other kinds of communities with a common identity. They include: performing traditions in music, dance, and drama; traditional storytelling and other verbal arts; festivals; traditional crafts, visual arts, architecture, the adornment and transformation of the built environment, and other kinds of material folk culture.

The Folk & Traditional Arts Mini Grant offers quick response small-scaled grants ranging from \$500 to \$1000 to artists and arts organizations practicing or supporting folk traditions. The Folk Arts Program supports projects that are developed in close consultation and collaboration with the communities whose traditions are to be presented. Individuals and organizations are encouraged to use folklorists, ethnomusicologists or other specialists for documentation, program development, interpretation, and program production. Projects supported by the Folk Arts Program are strengthened when they include interpretive components designed to aid audiences in appreciating a tradition's meaning, artistic significance, and its social, cultural and historical contexts.

Accessibility Services

Persons needing accessibility accommodations for Commission services and programs may contact the Commission's 504 Coordinator, Mary Liniger, at (202) 724-5613 or (202) 727-3148 TDD to request assistance. A large print or cassette version of this document is available with advance notice. Sign language interpretation is available for Commission workshops and events with two weeks notice.

Proveemos asistencia en ESPANOL con previo aviso.

Eligibility

Individual artists must be residents of the District of Columbia and arts organizations must maintain their principal place of business in Washington, D.C. at the time of the application. Additionally, grantees must remain in the District of Columbia for the entire grant period.

Grant Amounts/Notification

Projects may be awarded between \$500 and \$1,000. There is no matching fund requirement. Applicants are notified in writing of the status of their application within six weeks of the application deadline. The Commission reserves the right to rescind all grant awards for non-compliance with grant guidelines, policies and regulations. Funds must be spent within fiscal year 2004, which ends on September 30, 2004. Upon completion of the grant period, applicants will be required to complete a one-page report of project activities.

Evaluation Criteria

The FTA program is subject to the availability of funds. Applications are reviewed on the basis of artistic merit, followed by community impact, appropriateness and feasibility of the request. In addition, applicants will be evaluated on the following criteria:

- Mastery of traditions by folk artists and the quality of their work
- Involvement of qualified personnel to provide cultural expertise and technical skills
- Collaboration with, and support by, communities whose traditions are represented in a project
- Effectiveness of audience development plans
- Plans for placing materials collected for documentation purposes in a locally accessible archive
- The protection of the rights of folk artists and the assurance of adequate compensation

Support Materials

Work samples and letters of support can strengthen your application. Submit relevant samples: slides of visual art/crafts, videotapes of performances, selections of music, etc.

For more information

Mary Lee is the Folk & Traditional Arts Consultant at the DC Commission on the Arts & Humanities. She can be contacted at (202) 724-5613 or mary.lee2@dc.gov.

Application Process

To apply for a Folk & Traditional Arts Mini-Grant, SUBMIT 5 copies of the following:

- 1) Cover Page
- 2) Letter of Request (the letter of request should not exceed three pages)
- 3) Support Materials

Required Information for Cover Page:

- Specify that you are applying for a Folk & Traditional Arts Mini-Grant
- Denote the Artistic Discipline of Project: Crafts, Visual Arts, Dance, Music, Literature, Multidisciplinary, Media, Theater, or Interdisciplinary/Performance Art
- Amount Requested
- Legal Name of Applicant or Organization
- Social Security Number (for individuals only)
- Contact Information: Address, Telephone (day and evening), and email/website
- Ward # of Applicant
- Project is located in which Ward(s)
- Have you ever received a grant from the Commission before? If yes, please specify.
- Indicate work samples submitted
- Project Summary (up to 30 words)
- Signature, Date (attesting to the truth of your statement in the application)

Required Information for Letter of Request:

- Detailed description of project that answers the following questions
 - What is the purpose of the grant you are requesting? Describe the proposed project in specific details and in less than ½ page.
 - How will the grant benefit your work, the community/group/section of the city from which the tradition is drawn, and/or folk and traditional arts in D.C.?
 - When will the project occur? How long will the project take (list specific beginning and ending dates)?
 - How will the mini-grant funds specifically be spent (i.e. participant transportation or honoraria)? Will the mini-grant fund the entire project or only a portion of the project?
 - List any other funds you have that will be applied to the project (the Mini-Grant is limited to \$500-\$1,000 per application).
 - Are there other organizations involved in this project? List their financial commitment as well as their involvement.
 - If you are requesting a concert or performance support, will the event be free or is it a paid event (if so, are there reduced price tickets and for which group—seniors, school groups, etc.)? Will the event be open to the public or for a specific group? How many performances will be offered? Will contextualization of tradition occur?
 - How will you publicize your activity and are there plans to share the results with others?

- Background information and relevant experiences of applicant and project participants. This can be submitted in the form of a vitae or resume.

Support Materials

- Include available letters of support or work samples that will support your application.